

**Erie County Department of Mental Health
HUD Process Improvement Team
Summary Report**

Meeting Date 9/29/04

ECDMH Staff: Don Dauman

Participating Agencies:

Living Opportunities of DePaul, Transitional Services, Horizon Human Services, Southern Tier Living Environments, Restoration Society, Spectrum Human Services, Buffalo Federation of Neighborhood Centers, Lake Shore Behavioral Health, AIDS Community Services, Cazenovia Recovery Systems, Housing Options Made Easy.

Meeting Summary:

1. Procedure Review:

Group participated in an extensive discussion on different elements of new rental stipend calculation worksheets. Considering several different types of scenarios led to the discovery of some flaws in the process. DePaul presented a similar but much more user friendly format that incorporated many of the same requirements. The group agreed to pursue use of this simpler form. Doug Braddock and Don Dauman will work to finalize this form prior to the next meeting and distribute for review to all providers.

Don agreed to research the existence of any HUD ceiling regarding the extent to which rent can exceed the FMR.

2. Discussion

Several members advised the group that SHP and S+C rental calculations are more generous and in favor of the consumer. Section 8 is more restrictive and, in most cases, will be a disincentive to obtain Section 8 due to increased consumer cost. Don asked that this discussion be tabled for a later date.

3. Updates provided on the following:

- a. Remaining 2004 HUD PIT meeting dates were reviewed and are as follows:

October 27
November 10
December 15

All meetings will take place from 1-3PM at the ECDMH 12th floor large conference room.

Attachments:

- a. **October 27, 2004 Meeting Agenda Attached**

**Erie County Department of Mental Health
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Agenda**

Meeting Date: October 27, 2004

1. Follow-up on lump-sum income criteria and finalize “Income Verification and Rent Calculations” Procedure with revised format.
2. Finalize procedures for:
 - a. Rent Reasonableness
 - b. Utility Allowances
3. Open Discussion
 - a. Effect of Section 8 rental calculation on SHP utilization.